



ENVIRONMENTAL & REGULATORY SERVICES DIVISION  
BUREAU OF PECFA  
P.O. Box 8044  
Madison, Wisconsin 53708-8044  
TTY: Contact Through Relay  
**Jim Doyle, Governor**  
**Richard J. Leinenkugel, Secretary**

## Wisconsin Department of Commerce, Bureau of PECFA Bid Document

### SECTION 1 - Scope of Work

The Bureau of PECFA is seeking competitive bids to perform remedial services for a petroleum release from a regulated petroleum product storage tank system. This bid is for a specified work scope. The site upon which bids are being solicited is:

**Bid Round:** 57  
**Comm #:** 53963-2014-23-A  
**BRRTS #:** 03-14-532336  
**Site Name:** Burke Property  
**Site Address:** 23 S Madison St, Waupun, 53963  
**Site Manager:** Denise Nettesheim  
**Address:** 3911 Fish Hatchery Rd  
**City, State Zip:** Fitchburg, WI 53711-5367  
**Phone:** 608-275-3209  
**e-mail:** [denise.nettesheim@wisconsin.gov](mailto:denise.nettesheim@wisconsin.gov)  
**Bid Manager:** Gena M. Larson  
**Address:** P.O. Box 8044  
**City, State Zip:** Madison, Wisconsin 53708-8044  
**Phone:** (608) 261-5404  
**e-mail:** [Gena.Larson@Wisconsin.Gov](mailto:Gena.Larson@Wisconsin.Gov)

<b>Bid-Start Date:</b>	<b>October 13, 2008</b>
<b>Questions must be received by (See Section 2 (B)):</b>	<b>October 27, 2008, 4:00 PM</b>
<b>Responses will be posted by (See Section 2 (B)):</b>	<b>November 14, 2008</b>
<b>Bid-End Date and Time:</b>	<b>November 28, 2008, 4:00 PM</b>

The case file, including report(s) and other pertinent information upon which bids are being sought, are available for review at the Site Manager's location listed above. Please contact the Site Manager for an appointment to review the file.

Copies of report(s) and other pertinent information are available for purchase at the location listed below. If pertinent information is not available, please contact the Site Manager.

**Xer-Lith Printing-Madison, 131 W Wilson St, Madison, WI 53703**  
**Phone: (608) 257-8900 Fax: (608) 257-8900**

## **SECTION 2 – Site-Specific Bid Requirements**

### **General Comments**

The site formerly operated as a gasoline and service station between the 1950's and the 1980's. The more recent uses of the site were as a muffler shop and as a restaurant. The on-site building is currently vacant. Three gasoline underground storage tanks were removed 1984. One heating oil UST and one waste oil UST were removed in July 2004.

The site is underlain by sand and silt to approximately 4 to 7 feet below ground surface (bgs) where bedrock is encountered. Groundwater is present between 18 and 25 ft. bgs. Groundwater flow direction measured at the site is northwesterly. Groundwater flow may be influenced by several high capacity wells located about 1,000 feet to the west and southwest.

In June 2005, during city utility upgrade work along Jefferson Street adjacent to the site, petroleum contaminated soil was encountered. Approximately 15 cu. yds. of contaminated soil was excavated from the street trench and removed from site.

The site is served by municipal water and sewer.

### **Minimum Remedial Requirements**

Contaminated source soil shall be remediated by means of soil excavation and off-site disposal. The excavation shall focus on three areas, the former pump island area, the former gasoline UST basin area and the former heating oil tank basin area. See attached map for approximate excavation areas. All soils exceeding direct contact values present in the upper four feet must be remediated. For purposes of bidding, a minimum of 400 tons of the most contaminated soil should be excavated and disposed of off-site. The use of field screening or other appropriate technology is required in order to segregate clean excavated soil from contaminated soil for disposal. The cost cap will be adjusted based on a contingency cost submitted with the bid and the actual soil disposal total.

The excavation shall extend to the bedrock surface (approximately 4-7 feet bgs). The excavation sidewalls should be as steep as possible near the main building and the sidewalks to allow the excavation to extend to as close to the bedrock as possible. However, the consulting firm awarded the work is responsible for determining how steep the walls can be based on all applicable safety regulations and engineering practices, building integrity precautions, nearby utilities, soil type, etc.

There are numerous utilities (water, sewer, gas, fiber optic, etc.) that run through and near the former UST basin areas. The consulting firm awarded the work will have to determine the best approach to conducting excavation in these areas and what the actual extent can be. As much contaminated soil shall be removed as is safely possible given the presence of the utilities, sidewalk and on-site building, etc. The water and sewer lines apparently are located in a bedrock trench. Hand digging will likely be required to accomplish the work to remove as much contaminant mass as possible.

The excavation shall be back-filled with the clean soils segregated during excavation activities, as well as imported, clean, like material (silt-rich soils). Confirmation base and sidewall soil samples must be collected in accordance with DNR guidelines. Sidewall samples must be collected in the 0 to 4 ft. interval and near the base of the excavation, if deeper. Soil samples must be analyzed for PVOCs and naphthalene.

## Monitoring Wells in the Excavation Areas

The consulting firm awarded the contract will be responsible for excavating around the monitoring wells without compromising the integrity of the wells. Care should be taken to avoid damaging the wells. Bedrock is found from 4 to 7 ft. bgs. As possible, the excavations should extend right up to the wells (PVC) in order to remove the most contaminated soils and remove direct contact hazards. Hand digging will likely be required.

The consultant shall use suitable methods to protect the PVC casings during the excavation process and to facilitate rebuilding the wells. The wells (e.g. seals) must be rebuilt to comply with ch. NR 141, Wis. Adm. Code. The consultant shall contact the DNR project manager prior to conducting the excavation.

Activities conducted to protect and rebuild the monitoring wells shall be documented in the remedial construction documentation report.

## Groundwater Monitoring

Conduct up to eight rounds of post excavation groundwater sampling and analysis according to the following schedule. Analyze groundwater for petroleum volatile organic compounds (PVOCs) and naphthalene in all wells. Natural attenuation (NA) parameters must be sampled for in all monitoring wells in one round. At minimum, NA parameters must include dissolved oxygen, ferrous iron, nitrate, and sulfate

Well	Quarterly	Semi-Annually	Annually
MW1, MW2	X		
MW3, MW6, MW7, PZ1		X	
MW4, MW5			X

Tabulate all historical and current groundwater sampling data into one table.

Groundwater elevations must be measured in all monitoring wells, referenced to mean sea level, reported in tabular form, groundwater flow diagrams prepared and horizontal and vertical gradients calculated for each sampling round.

The bid shall include costs for proper disposal of all investigative/remediation wastes.

## Reporting

Upon completion of the excavation, a detailed remedial construction report documenting the excavation activities, monitoring well work and analytical results shall be prepared and submitted to the DNR (and send a copy to Commerce).

After one year of post-excavation groundwater sampling, submit a brief report to DNR and Commerce that documents groundwater-sampling results to date.

## Completion of Scope of Work/Closure Submittal

While this bid is not a bid to closure, there is a possibility of attaining closure at the conclusion of the scope of work (SOW) conducted under this bid. Upon completion of the SOW discussed above, evaluate site conditions and all historical soil and groundwater analytical data, and evaluate the potential for closure consistent with the requirements of ch. NR 726, Wis. Adm. Code. Bid responses will include a separate cost to prepare and submit a complete closure report and GIS Registry packet (and all other closure related costs), for closure consideration by the Department of Natural Resources, if closure can be realized. The closure report must include all historical data

and activities, and include the data results and documentation of the work activities completed in accordance with this bid.

If closure cannot be realized upon completion of the work scope discussed above, then a final report of data results and documentation of the work activities completed in accordance with this bid shall be submitted to the DNR (and send a copy to Commerce).

If closure is not realized, then the cost cap established by this bid will be modified less the amount of the closure-related costs. Bid responses shall include a separate cost to prepare a non-closure final report.

The cost to fulfill *all* landfill requirements for waste characterization analysis prior to soil disposal must be included. Be aware that Toxicity Characteristic Leaching Procedure (TCLP) documentation and sampling requirements vary depending on the landfill. Therefore, bidders must include a line-item cost for TCLP sample collection and analysis, to be used if required.

### **SECTION 3 - Reporting Timeframes**

Within *60 days* of the Commerce notification of the maximum reimbursement amount, the responsible party (RP) must execute a written contract with one of the firms that submitted a bid. Failure to execute the written contract within this time will result in ineligibility of interest expenses incurred from the date of the reimbursement cap letter until a contract is executed and work commences at the site. Work must commence within *45 days* of signing a contract. There are specific reporting requirements in Comm 47.70 to monitor the progress of activities at each bid site and there may be additional reporting requirements outlined above. The consulting firm that is contracted to complete the scope of work is required to report the progress of this site to Commerce electronically on the web site at each of the following points:

1. Within fourteen days of executing or terminating a contract with the RP.
2. Three months after entering into the contract with the RP.
3. Twelve months after beginning the work in the successful bid, unless the project is completed before that time (point 6 applies).
4. Twelve months after submitting the previous report (point 3), unless the project is completed before that time (point 6 applies).
5. No later than 10 days after encountering a change in circumstances (the list of circumstances is in Comm 47.70 (3)).
6. No later than 30 days after completing the work.
7. As directed by Commerce.

If Commerce determines that the consulting firm is failing to make adequate progress to complete the scope of work, Commerce will notify the RP and may reduce the reimbursement to accurately reflect the work completed.

#### **Claim Submittal**

A claim must be submitted to Commerce within 120 days of submitting the report described in *Reporting Timeframe, point #6*. If a claim is not submitted by the deadline described above, interest costs from the date the report (point #6) is submitted to the date the claim is received will not be reimbursed to the claimant. The claim preparation

cost must be included in the Total Bid Amount and is considered within the reimbursement cap.

### Questions and Answers

Questions, answers and interpretations will be considered an amendment of this solicitation. All questions must be submitted in writing (fax and electronic mail submittals are acceptable) to the Bid Manager identified in Section 1 of this solicitation. All answers and interpretations shall be in writing from the Bid Manager. Neither the PECFA program nor Commerce shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid End Date. No further questions will be addressed after the deadline for submitting questions identified in Section 1.

### **SECTION 4 - Conditions of Bid**

The successful bidder will be the entity that complies with all provisions of the bid and provides the lowest total cost, excluding interest, for the site-specific bid requirements described in Section 2. In preparing the bid, the bidder must assume compliance with all applicable codes, including, but not limited to, §Comm 46, §Comm 47, and §NR 700 Wis. Admin. Codes.

The bid Commerce selects to determine the least costly method of remedial action will be the least costly qualified bid. Commerce will rank the bids solely on the basis of cost. Evaluation of bids will continue until the least costly qualified bid is identified. Submittals from an individual or firm during their period of disqualification from bidding, submittals received late and for submittals without a certified commitment (performance assurance and/or signature) will not be considered as bids. Commerce may disqualify a bid for the following reasons:

- Requirements of the bid specifications have not been met.
- The remedial strategy is not appropriate to the geologic setting.
- A Total Bid Amount is insufficient to fund the activities described in the bid specifications.

Commerce reserves the right to reject any and all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the agency with jurisdiction (Natural Resources or Commerce).

The bidder Commerce intends to select may be required to provide input to and attend a meeting with the PECFA program and the claimant to explain the bid and remedial approach.

If a bid is disqualified, Commerce will provide written notification to any individual or firm that submitted a disqualified bid. The notification shall specify the reasons for the disqualification, and inform the individual or firm of their right to protest or appeal the decision. If a bid is more costly than the bid Commerce intends to select, the bid will not be reviewed.

The *Notice of Intent* will identify the least costly bid, disqualified bid(s) and bid(s) not reviewed. The *Notice of Intent* will be sent to the RP and will be posted on PECFA's Internet Web site.

## **SECTION 5 - Instructions to Bidders**

Between the bid start and end dates, bidders shall not discuss or attempt to negotiate any aspects of the bid with the RP, other potential bidders or program staff without prior approval of the Bid Manager identified in Section 1. Infractions will result in rejection of the violator's bid and may result in a formal complaint being filed with the Department of Regulation and Licensing.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Bid Manager. If the Bid Manager is not able to arrange site access, this will not delay the bid process nor negate the comparison and selection from among the bids submitted. All costs associated with a site visit or preparation of a bid will be the bidder's responsibility.

The Bidding Process must conform to the following:

1. The Bid Response shall address all the site-specific bid requirements identified in Section 2.
2. The total bid amount to accomplish the stated goal must include all fees, reporting costs, pre- and post-closure costs and costs for establishing restrictions or institutional controls, when applicable (interest costs are excluded).
3. The submittal must include a copy of the Bid Response document signed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. The appropriate registration number of the professional license must be included. Registration requirements are listed in Comm 5.
4. Bids *cannot* be faxed or sent electronically (email) to the program. Documents received by fax or email will not be considered.
5. Bids, amendments thereto or withdrawal requests must be received by 4 pm on the bid end date.
6. The consulting firm's name must be included and all pages of the Bid Response.
7. All costs must be printed (ink, typewritten or computer). Errors must be crossed out, corrections entered and initialed by the person signing the bid. Correction fluid is not allowed. No bid shall be altered or amended after the time specified for the bid end date.
8. Each bidder shall fully acquaint themselves with conditions relating to the scope and restrictions attending to the execution of the work under the conditions of this bid. The failure of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.
9. All amendments to and interpretations of this bid shall be in writing from the Bid Manager. Neither Commerce nor the program shall be legally bound by any amendment or interpretation that is not in writing.
10. This bid is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this bid to a single source, it shall be the responsibility of the interested bidders to

notify the program in writing so as to be received five days prior to the opening date. The bid may or may not be changed; however a review of such notification will be made prior to award.

## **SECTION 6 - Bidder Disqualification**

Commerce may disqualify from public bidding any individual or firm that has committed any of the following (Comm 47.67 (1) (a)):

1. Failed to complete the scope of work within the reimbursement cost cap established through public bidding.
2. Failed to complete the scope of work in a bid in a timely manner.
3. Failed to follow DNR rules on the bid project.
4. Received one or more notices from Commerce under s. Comm 47.62 (2) that assess the financial management of an investigation as unacceptable.
5. In any prior occurrence that has been publicly bid, failed to do either of the following:
  - a. Pay subcontractors after receiving payment for them.
  - b. Obtain lien waivers on or before the date of the final payment by the RP or the PECFA program, from all subcontractors paid under subd. 5. a.
6. Failed to execute a contract with the RP as required in s. Comm 47.69 (1).
7. Failed to commence work within 45 days after executing a contract, as required in s. Comm 47.69 (3).

Commerce may disqualify any individual or firm from performing further work on a project if the individual or firm has not completed any of the six reporting points required in Comm 47.70 and outlined in Section 2 of this bid document. Commerce will review and address the issue as stated in Comm 47.70 (4).

## BID RESPONSE

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Department of Commerce PECFA Program

**SITE NAME: Burke Property**

**COMMERCE #: 53963-2014-23**

**BRRTS #: 03-14-532336**

Submit Bid Response To: Cathy Voges  
Public Bid Response  
Department of Commerce PECFA Bureau  
201 W Washington Ave, Madison WI 53703-2760 or  
PO Box 8044, Madison WI 53708-8044

Consulting Firm Name: \_\_\_\_\_

Complete Mailing \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (     ) - \_\_\_\_\_

Fax Number: (     ) - \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Bidder (check one that applies):

<input type="checkbox"/>	Professional Engineer	License # _____
<input type="checkbox"/>	Professional Geologist	License # _____
<input type="checkbox"/>	Hydrologist	License # _____
<input type="checkbox"/>	Soil Scientist	License # _____



Use this box to certify (by marking with a check or X) a commitment to complete the work described in the bid specifications in its entirety for the Total Bid Amount proposed below. Failure to provide this performance assurance will disqualify this bid response. Providing unsolicited qualifications and/or contingency statements in your bid submittal will disqualify the bid response.

Total Bid Amount: \$ \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Signature: \_\_\_\_\_



## BID RESPONSE

(2<sup>nd</sup> Page)

Department of Commerce PECFA Program

**SITE NAME: Burke Property**

**COMMERCE #: 53963-2014-23**

**BRRTS #: 03-14-532336**

**Consulting Firm Name:** \_\_\_\_\_

A bid will be considered non-compliant if the bid response does not include a separate tabulation of costs for each activity.

1	Soil excavation activities (excavation, disposal, backfill, associated sampling, and reporting)	\$
2	Groundwater monitoring – first four events (including reporting)	\$
3	Groundwater monitoring – second four events	\$
4	Closure report and GIS Packet Preparation	\$
5	Non-closure final report preparation	\$
7	PECFA Claim Preparation	\$
8	<b>Total Bid Amount</b>	<b>\$</b>
<b>CONTINGENCY COSTS</b> (Will be Approved and Added to the Bid Cap as Needed)		
•	Soil disposal cost per ton (to include commodity cost for removal, disposal, and backfill)	\$
•	Collection and Analysis of TCLP Soil Samples for Landfill Disposal	\$